



COUNTY OF LOS ANGELES
Child Support Services Department



Philip L. Browning
Director

June 20, 2005

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**AUTHORIZATION TO AMEND AGREEMENT NUMBER 74658
WITH ACS STATE AND LOCAL SOLUTIONS, INC.
TO PROVIDE FISCAL AGENT AND COURT TRUSTEE SERVICES**

(ALL DISTRICTS)
(3 VOTES)

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and instruct the Chair to sign the enclosed Amendment Number One to Agreement Number 74658 with ACS State and Local Solutions to provide cashiering services to five (5) divisional office locations. There will be no increase in cost to the department for the additional cashiering functions. The current agreement with ACS provides cashiering services at Divisional Headquarters and at the Central Civil West Court.
2. Find that the banking and court trustee services for Los Angeles County CSSD continue to be performed more economically by an independent contractor than by County employees.
3. Delegate authority to the Director of the Child Support Services Department (CSSD) to execute future changes to the scope of work that do not increase the contract cost, due to fluidity and uncertainty of the California Statewide Disbursement Unit (SDU) implementation proposed in 2006.

5770 South Eastern Avenue • Commerce, CA 90040-2924 • (323) 889-3340

"To Enrich Lives Through Effective And Caring Service"

PURPOSE /JUSTIFICATION OF THE RECOMMENDED ACTION

Approval is requested for the purpose of enhancing the current child support operations by increasing current cashiering services. Our efforts will provide case participants with the option to make payments in the divisional offices by cash, check or money order.

ACS will provide cashiering services to each of the CSSD public contact offices. This will include ACS assuming full responsibility for the payment collections, and deposit of all receipts, using a licensed bonded courier service. ACS will absorb the cost of the additional services under its existing contract with CSSD. It is expected that these enhanced services will prove beneficial to both our performance measures and our customers.

The scope of work required by CSSD after the transition to the SDU is unclear. ACS is prepared to increase or decrease services identified by CSSD and adjust the contract's pricing schedule accordingly. The Department therefore requests that the Board delegate authority to the CSSD Director to execute future changes to the scope of work that do not result in an increase in contract cost.

FISCAL IMPACT/ FINANCING

This amendment does not result in an increase in cost under the agreement.

FACTS AND PROVISIONS

Pursuant to Section 8.4 of the current agreement between the County and ACS State and Local Solutions which states that "For any changes that affect the scope of work, term, funding, Contract Sum, payments, or any term or condition included under this Contract, an Amendment shall be prepared and executed by the Board of Supervisors."

CONTRACTING PROCESS

The current contract was effective November 28, 2003. The contract term is for one 12-month period with the option to renew for two additional 12-month periods. The contract is now in its first optional renewal period. The contract will terminate on November 27, 2006.

The amendment has been approved as to form by the office of the County Counsel.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

It is anticipated that the additional cashiering services will increase child support collections by providing accessible payment locations throughout the County in each of the Child Support Services divisional offices.

There will be no impact on other services provided to other County Departments. There will be no impact on current County employees.

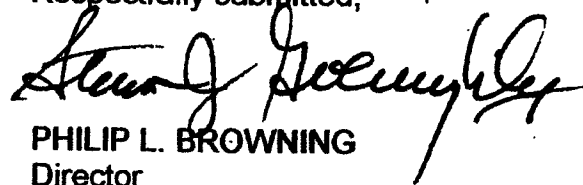
NEGATIVE DECLARATION/ENVIRONMENTAL IMPACT REPORTS

Not applicable.

CONCLUSION

Instruct the Executive Officer-Clerk of the Board to send an executed copy of the approved Agreement to ACS State and Local Solutions Inc., and two copies to the Child Support Services Department, Contract Management Division, 5770 South Eastern Avenue, 4th floor, Commerce, California 90040, Attention: Elisha Gardner.

Respectfully submitted,



for: PHILIP L. BROWNING
Director

PLB:eg

Attachment

c: Executive Office, Board of Supervisors
Chief Administrative Officer
County Counsel

AMENDMENT NUMBER ONE TO SERVICES AGREEMENT NO. 74658

Amendment to Agreement No. 74658, approved November 12, 2003, made and entered into at Los Angeles, California, by and between

County of Los Angeles
Child Support Services Department
(herein after referred to as "COUNTY")

and

ACS State and Local Solutions, Inc.
(herein after referred to as "CONTRACTOR")

WHEREAS, The Agreement was effective November 28, 2003 and COUNTY desires to amend the current agreement with the CONTRACTOR; and

WHEREAS, The COUNTY and CONTRACTOR have agreed that revisions to the scope of work and pricing schedule result in no increase in contract cost and are necessary to successfully enhance the operation of the child support program; and

WHEREAS, under Section 8.4 of the current Agreement between COUNTY and CONTRACTOR states that "For any changes that affects the scope of work, term, funding, Contract Sum, payments, or any term or condition included under this Contract, an Amendment shall be prepared and executed by the Board of Supervisors."

NOW, THEREFORE, Services Agreement No. 74658 is amended as follows:

Section 8.4 "Change Notices and Amendments" is amended to delegate authority to the Department Director to change the scope of work and certain terms and conditions in the contract that do not increase the contract sum.

Section 9.5 "Performing Cashiering Functions" is amended to include the following additional cashiering locations:

Division I
15531 Ventura Boulevard
Encino, California 91436-3157

Division VI
1050 East Palmdale Boulevard
Palmdale, California 93550-4750

Division III
2934 East Garvey Avenue South
West Covina, California 91791-2180

Division V
20221 South Hamilton Avenue
Torrance, California 90502-1321

Division IV
621 Hawaii Street
El Segundo, California 90245-4825

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All cashiering functions and requirements as outlined in the current contract remain unchanged.

All other terms and conditions of the Agreement are to remain in full force and effect.

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Agreement to be subscribed by the Chair of said Board and attested by the Executive Officer-Clerk of the Board of Supervisors thereof, and the CONTRACTOR has caused this Agreement to be signed by its duly authorized officer(s), as of the date set forth below.

CONTRACTOR: _____

By _____

Name

Project Director

Title

COUNTY OF LOS ANGELES

By _____

(Chair), Board of Supervisors

ATTEST:

VIOLET VARONA-LUKENS
Executive Officer-Clerk
of the Board of Supervisors

By _____

APPROVED AS TO FORM:

Raymond G. Fisher

County Counsel

By _____

Kane Brown

Principal Deputy County Counsel